

# Bernalillo County Public Works Floodplain Development Permit Form

**Section 1: General Provisions** (Applicant to read and sign)      Permit \_\_\_\_\_

1. No work of any kind may start until a permit is issued.
2. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements.
3. Applicant hereby gives consent to the Floodplain Administrator and his/her representative to make reasonable inspections required to verify compliance.
4. The applicant certifies that all statements herein and in attachments to this application are, to the best of my knowledge, true and accurate.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Printed Name \_\_\_\_\_

**Section 2: Proposed Development in Special Flood Hazard Area** (to be completed by Applicant)

Brief Project Description \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Property Owner: \_\_\_\_\_

Applicant is (check one): Owner \_\_\_\_\_ Builder \_\_\_\_\_ Engineer/Architect \_\_\_\_\_

Project address/Legal Desc/location: \_\_\_\_\_

\_\_\_\_\_

Description of Work (in Special Flood Hazard Area):

A. Structural Development

Structure Type

\_\_\_ New Structure

\_\_\_ Residential (1-4 Family)

\_\_\_ Addition

\_\_\_ Residential (More than 4 Family)

\_\_\_ Alteration

\_\_\_ Commercial

\_\_\_ Demolition

\_\_\_ Manufactured Home

Estimated Cost of Project \$ \_\_\_\_\_

Existing Structure Value \$ \_\_\_\_\_ % (new/existing): \_\_\_\_\_

B. Other Development Activities

☐ Clearing   ☐ Fill   ☐ Drilling   ☐ Grading  
☐ Excavation, except for Structural Development (checked above)  
☐ Watercourse Alteration (Including Dredging and Channel Modifications)  
☐ Drainage Improvements  
☐ Road, Street or Bridge Construction  
☐ Water or Sewer Line Installation  
☐ Paving  
☐ Walls  
☐ Storage of Materials/Equipment for more than 1 Year: Volume (cu. ft.): \_\_\_\_\_  
☐ Other (Please Specify) \_\_\_\_\_

Is there a Grading & Drainage Plan associated with this work? ☐ Yes ☐ No

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**Section 3: Floodplain Determination** (Completed by the Floodplain Administrator)

The proposed development is located in a SFHA Zone (circle one): A AE AH AO

And is located on FIRM Panel: \_\_\_\_\_

And is located in a Floodway: ☐ Yes ☐ No

BFE if Applicable: \_\_\_\_\_

G&D Permit File Number: \_\_\_\_\_

Site specific Instructions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

**If proposed development is a structure, proceed to Section 4.**

**Section 4: Requirements for structures in a SFHA:**

(To be completed by the Floodplain Administrator or Representative)

BFE (unless not available):\_\_\_\_\_

Minimum Finished Floor Elevation:\_\_\_\_\_

Minimum Lowest Adjacent Grade:\_\_\_\_\_

Change in water elevation (if in a Floodway):\_\_\_\_\_

Is flood-proofing required:\_\_\_Yes \_\_\_No

If yes, method of flood-proofing:\_\_\_\_\_

\_\_\_\_\_

An Elevation Certificate is required for structural development in a SFHA. A Certificate of Occupancy will not be granted until the Development Review Dept. receives the Elevation Certificate.

**Section 5: Post Development Certification:**

A. For Structural Development:

Elevation Certificate received on Date:\_\_\_\_\_

Finished Floor Elevation:\_\_\_\_\_

Lowest Adjacent Grade:\_\_\_\_\_

The Floodplain Administrator or Representative verifies the above information is \_\_\_acceptable or \_\_\_not acceptable per Chapter 38 of the Bernalillo County Code..

The site was visually inspected on Date:\_\_\_\_\_

Certificate of Occupancy approved on Date:\_\_\_\_\_

Signature:\_\_\_\_\_ Date:\_\_\_\_\_

Printed Name:\_\_\_\_\_

B: For Other Development Activities:

The site was visually inspected on Date:\_\_\_\_\_ and found to be \_\_\_in \_\_\_not in compliance with the approved Floodplain Permit.

Signature:\_\_\_\_\_ Date:\_\_\_\_\_

Printed Name:\_\_\_\_\_